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CONFIDENTIAL 31 December 1953

MEMORANDUM FOR: Acting Chief, Plans and Research Staff

SUBJECT: Report #51
Assessment and Evaluation Staff
16-29 December 1953

I. NEW ACTIVITIES

1. Office of the Chief

a. Chiefs, PM, FE, WE, EE, SE, NEA, SR, and WH have been interviewed by Chief, A & E, for purposes of becoming acquainted and to determine their attitude toward the functions of this staff. Dates have been established for members of the A & E Staff to make a one-hour presentation to the above-mentioned staffs. Chief, FI, has also been interviewed. No date has been set for an A & E Staff presentation, but one will be set when the current chief's successor is available. Chief, PP, and Chief, TSS, will be seen following the return from leave of Chief, A & E.

b. [] has been fully cleared and has accepted a position with the A & E Staff; he will report for duty 15 February.

c. The application of [] has been received. He is a candidate for the position of Chief, TEB.

d. [], consultants, came in on 28 December for three and one-half days.

2. Training Evaluation Branch

a. Training evaluation reports for the following courses were disseminated during the period:

ACSOC #6	8
Clerical Induction	13
[] Operations #6	9

b. A review of the Phase II training evaluation report is almost complete. It has been approved by []. It will be given one more review by the instructional staff at []. Following that, it will be submitted to []. Arrangements have been made for a discussion of this new form with the TIO's concerned.

3. Statistics: Assessment and Research Branches

a. Assessment cases scheduled for the period	10
b. Assessments performed	10
c. Assessment cases written	9
d. Assessment cases to be written	8*

*5 JOT's.

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- e. Professional trainee (JOT) tests administered 8
- f. Language aptitude tests administered 5
- g. Cases scheduled for the future:
 - Assessment 6
 - JOT 0
 - Language 2
- h. Pre-training and EOD test batteries administered . 30
- i. Professional trainee (JOT) tests administered
in the field and received by A & E 13

[Redacted Signature Box]

Chief
Assessment and Evaluation Staff

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